7. **Upgrade a WSW/NPW watch: upgrade function active**

Pre-Conditions:	• Issued (white) product in WWA Monitor • Upgrade function active • No product/segment highlighted in WWA Monitor
Event Course:	**Upgrade WSW/NPW from a watch: upgrade function active**

1) Select *New...* from the WWA Monitor to launch the Composer interface.

2) Select the correct hazard upgrade for issued watch from the Composer hazard menu.

3) Select the geographical area of hazard that overlaps current watch on the WWA Geo-Viewer.

4) Adjust *Begins*, *Expires*, and *ProdExp* time fields in the WWA Composer.

5) Select the *Overview/Synopsis* and/or *Descriptive* text buttons to enter free text (product dependent).

6) Select any *Optional Bullets* from the Composer.

7) Select *Transmit* from the WWA Monitor to display transmit interface.

8) Select *Yes* when prompted to acknowledge if this is an upgrade to the existing watch.

9) Edit & evaluate the final product, then select *Yes* to disseminate.
  • **Select *No* and return to product preparation process.**
  • **Never edit any field other than the headline, overview/synopsis, or descriptive text fields.**

Post-Conditions:	New issued (white) product in WWA Monitor, public dissemination of product.